

**Application for Authorization to Distribute JWOD Hardware Items
SIN 105-002-Enclosure 2**

Note: Information requested below may be confidential commercial or financial information. The Committee will use this information to evaluate potential distributors, with the assistance of National Industries for the Blind (NIB) and NISH, our central nonprofit agencies. This information will be provided to the contracting activity, GSA, but will not be provided to any other person or firm outside the JWOD Program, or used in any other manner. It will be protected from release under the Freedom of Information Act (FOIA) exemption 4.

Company Name _____

Point of Contact _____

Address _____

Telephone _____

Fax _____

Web site/ E-mail _____

1. One of the criteria for JWOD distributors is evidence of significant sales to Federal Government customers or, with appropriate explanation, the expectation to have significant sales. Please list Federal contracts or accounts and approximate monthly Federal sales.

2. Please describe how (for Federal orders) you will block orders of commercial products that are identical to or essentially the same as JWOD items and substitute the appropriate JWOD product to meet mandatory source requirements. See JWOD Criterion #9. How soon would this system be in place?

3. What type of marketing materials do you currently use or plan to use for Federal customers (print catalogs, electronic catalogs, etc.) and how will you incorporate JWOD items?

Please attach your most recent print catalog, if applicable.

4. How will you ensure on-time, next-day delivery of JWOD supplies (stock, obtain from a wholesaler, etc.)?

5. Please address how you plan to establish selling prices for JWOD items, and what you anticipate the range of mark-ups to be.

6. Please attach audited financial information indicating that your firm is financially capable of ordering JWOD items. If audited data is not available, reviewed financial data is acceptable. If neither are available, you may contact the JWOD staff to discuss what type of information would be possible. In the past, late payments have been a concern. How does your firm ensure that suppliers are paid within 30 days of receipt of delivery?

7. Please confirm by signing below that you have read the Committee's Criteria for JWOD Distributors and agree to meet them.

signature

title

date

Committee Confirmation of Authorization to Distribute JWOD Hardware Items

signature

title

date

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